

## **MARRIAGE LICENSE INFORMATION**

### ***Are you a Green County resident?***

- If you are a resident of the State of Wisconsin, apply in the county where you live.
- If neither the Bride nor Groom is a resident of Wisconsin, apply in the county where you will be married.
- You must have proof of residency. Either a Driver's License with a current address or a utility bill with a name and address.

### ***Do you have your wedding plans made?***

- You will need to know the date, location, and officiate before you can apply for the license.
- Attorneys available to perform marriage ceremonies in Green County
  - Tim Burns 325-5053
  - Charles Wellington 325-2191
  - Jeff Ingebritsen 325-7137

### ***Allow sufficient time to process your marriage license.***

- You need to apply at least 5 days before the wedding, but not more than 30 days prior. Per Wisconsin State law, no marriage license may be issued within 5 days of application. The license will be issued on the 5<sup>th</sup> day after application.
- The 5-day waiting period may be waived for good cause for an additional \$25.00 fee.

### ***What you need to bring with you:***

- The bride and groom must both come in to the office, but it is not necessary to come at the same time.
- **The state requires that you provide your social security number.**
- **All applicants must provide a certified copy of your birth certificate**, with a seal from the State or County of your birth. A hospital certificate (which usually has a picture of the hospital and footprints on the back along with a gold seal) is not acceptable.
  - If your birth certificate is not in English, you **must** have it translated into English by a trusted person **other** than the applicant, a friend or relative. A government employee, a teacher, someone from an ethnic assistance center or some other person with proficient language skills, may translate it. Lisa Hendrickson at the Monroe High School will translate Spanish birth certificates for a fee. You may contact her at 328-7346. You must bring the original birth certificate along with the translated version that has bears a **notarized** signature of the translator.
- If you have been married before, provide one of the following:
  - **Divorce** judgment signed by the Judge, the divorce must have taken place at least six months prior to the date of your marriage.
  - **Death** certificate of your former spouse.

### ***Additional Information:***

- Blood tests are not required.
- The **cost is \$85.00, \$110.00 if a waiver is necessary**. Cash, checks, or money orders are accepted. Sorry, we cannot accept credit or debit cards.
- Office hours are Monday – Friday 8:00 a.m. to 4:30 p.m., except holidays.
- **No applications will be accepted after 4:15 p.m.**
- Call 608-328-9430 if you have any further questions.